



Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016

Saskatoon Inn – Saskatchewan Ballroom
Saskatoon, Saskatchewan

1. Call to order

Chairperson: Kari Pruden, President called the 59th SALPN Annual General Meeting to order at 1315 hrs

2. Rules and Procedures

Pruden introduced Merrilee Rasmussen as Parliamentarian.
Mason advised that **Kerr & King Rules of Order** is the parliamentary authority.

3. Appointment of Scrutineers

Mason introduced the Scrutineers:
Chief Scrutineers – Marjorie Molsberry & Pauline Mason
Scrutineers: Sabrina Fullawka, Cathy Nelson

M/S Coburn/McConnell that the scrutineers are accepted as presented.
Motion Carried

4. President's Report

Pruden presented report

5. Executive Director's Report

Nair presented report

6. Approval of 2015 AGM minutes

M/S Hauser/Fullawka that the 2015 AGM minutes be approved as presented.
Motion Carried

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

7. Business Arising from 2015 minutes

Council reviewed the Minutes and there has not been any identified business arising from the 2015 minutes.

8. Presentation of Audited Financial Statement

M/S Disiewich/Elema that the Audited Financial Statements be approved as presented.

Motion Carried

M/S Molsberry/Mason that the firm of Mintz and Wallace be appointed as auditors for the 2016 fiscal year.

Motion Carried

9. Review and Approval of Committee Reports

Delegates were referred to the Committee reports in the 2015 SALPN Annual Report.

M/S Sentes/Nelson that the 2015 standing Committee reports be accepted as presented.

Motion Carried

10. Rules to speaking about resolutions

Pruden reviewed the rules and advised if any resolution coming from the floor must be brought forward to the parliamentarian at this time.

11. Resolutions

i. Council Sponsored Regulatory Bylaw amendments

The proposed Amendments to the SALPN Regulatory Bylaws have been sent to the membership via email on April 5th and are available on the SALPN website. The proposed Resolutions and side-by-sides can be found in the binders on the tables. The side-by-side document explains the recent changes to the SALPN Bylaws and provides an explanation of what was included and what was removed.

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

Proposed Amended Bylaw #1

M/S Wagner/McConnell that the following resolution be adopted

Whereas it is necessary to amend the SALPN Regulatory Bylaw to reflect specialized areas of Licensed Practical Nursing practice;

THEREFORE, Be it resolved that *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be amended, effective on and from December 1, 2017, by:

(1) repealing clause 10(1)(b) and substituting the following:

“(b) obtain, in accordance with the maximum number of claimable hours in each category as set out in Table 1 and subject to section 13, at least:

- (i) 24 hours of continuing education, where the member was licensed for seven or more months in the previous year;
- (ii) 12 hours of continuing education, where the member was licensed for three or more but less than seven months in the previous year;
- (iii) 6 hours of continuing education, where the member was licensed for less than three months in the previous year”;

(2) repealing sections 13 to 18 and substituting the following:

“Accumulation of continuing education hours”

“13(1) For the purposes of clause 10(1)(b), a member is required to accumulate the required number of continuing education hours during the period commencing on December 2 of the year prior to the date of application for licence renewal.

“(2) A member who accumulates more than the required number of hours during the period commencing on December 2 of the year prior to the date of application for licence renewal may carry those additional hours forward to be counted in relation to the member’s application for licence renewal in the next year, to a maximum of one-third of the total required number of hours, which total includes at least one-third of the minimum required number of hours set out in sections 1(1) and 1(2) of Table 1”; and

(3) adding the following Table 1:

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

Section	Category	Examples/Description	Licence Renewal Period		
			< 3 months Minimum Hours Required= 6	3 but < 7 months Minimum Hours Required= 12	7 or more months Minimum Hours Required= 24
Section 1: Individual Learning	1. Formalized Education	<ul style="list-style-type: none"> Courses related to health care or nursing practice offered by an educational institution/organization recognized by council 	<ul style="list-style-type: none"> At least 2 Hours <p style="text-align: center;">Or</p>	<ul style="list-style-type: none"> At least 4 Hours <p style="text-align: center;">Or</p>	<ul style="list-style-type: none"> At least 8 Hours <p style="text-align: center;">Or</p>
	2. Self-Directed Learning	<ul style="list-style-type: none"> Less formalized education offered outside of institutional learning, including online learning modules, acceptable to council 	<ul style="list-style-type: none"> At least 2 Hours 	<ul style="list-style-type: none"> At least 4 Hours 	<ul style="list-style-type: none"> At least 8 Hours
	3. Other Learning Resources	<ul style="list-style-type: none"> Credible articles, audio-visual or internet sources from a nursing or health related source acceptable to council 	<ul style="list-style-type: none"> 2 Maximum Claimable Hours 	<ul style="list-style-type: none"> 4 Maximum Claimable Hours 	<ul style="list-style-type: none"> 8 Maximum Claimable Hours
Section 2: Group Learning and Professional Growth	1. Nursing Practice Education: Sponsored Activities	<ul style="list-style-type: none"> Learning event such as courses, in-services, workshops, conferences/AGM, and seminars sponsored or accredited by a professional organization or association acceptable to council (SALPN, Alzheimers Society, etc), which may or may not lead to an official certification 	<ul style="list-style-type: none"> 4 Maximum Claimable Hours 	<ul style="list-style-type: none"> 8 Maximum Claimable Hours 	<ul style="list-style-type: none"> 16 Maximum Claimable Hours
	2. Nursing Practice Education: Un-sponsored Activities	<ul style="list-style-type: none"> Un-sponsored educational events, group-based activities such as lunch and learn sessions, employer lead education days, unofficial certifications that are acceptable to council 	<ul style="list-style-type: none"> 4 Maximum Claimable Hours 	<ul style="list-style-type: none"> 8 Maximum Claimable Hours 	<ul style="list-style-type: none"> 16 Maximum Claimable Hours
	3. Professional Nursing Participation	<ul style="list-style-type: none"> Participation in quality improvement, professional committees, LEAN committee, SALPN Council/ Committees, Special interest groups, official mentorship programs 	<ul style="list-style-type: none"> 4 Maximum Claimable Hours 	<ul style="list-style-type: none"> 8 Maximum Claimable Hours 	<ul style="list-style-type: none"> 16 Maximum Claimable Hours

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

4. Preceptorship	<ul style="list-style-type: none"> • Providing preceptorship training for a student 	<ul style="list-style-type: none"> • 8 Maximum Claimable Hours (8 hours per week) 	<ul style="list-style-type: none"> • 8 Maximum Claimable Hours (8 hours per week) 	<ul style="list-style-type: none"> • 8 Maximum Claimable Hours (8 hours per week)
5. Professional Growth Plan	<ul style="list-style-type: none"> • Develop professional growth plan that includes: <ul style="list-style-type: none"> a) self-assessment b) goals related to LPN Standards of Practice and practice competencies c) performance appraisal completed by a nursing colleague, manager or employer 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • 8 Hours

Motion Defeated

M/S Wich/Slater that the following amendment to the resolution be adopted

Be it resolved that the SALPN Regulatory Bylaw be amended so that the maximum number of claimable hours permitted for preceptorship as shown in Table 1 be increased from 8 to 16.

Motion Carried

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

Proposed Amended Bylaw #2

M/S Sentes/Fullawka that the following resolution be adopted

Be it resolved that subsection 5(1) of *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be repealed and replaced with the following:

“5(1) To qualify for admission to membership and initial licensure as a graduate licensed practical nurse, a person must:

- (a) comply with the requirement set out in clauses 19(1)(a), (b) and (c) of the Act;
- (b) submit a satisfactory criminal record check that includes a vulnerable sector query; and
- (c) meet the English language requirement set by the council”.

Motion Carried

Proposed Amended Bylaw #3

M/S Coburn/Mason that the following resolution be adopted

Be it resolved that *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be amended by adding the following clause after 10(1)(d):

“(d.1) as of December 1, 2018, complete or challenge an IV initiation/therapy program or basic program equivalent”.

Motion Carried

Proposed Amended Bylaw #4

M/S Molsberry/McConnell that the above resolution be adopted

Be it resolved that *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be amended by adding “of the Legislature” after “Act” in clause 2(d.1).

Motion Carried

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

Proposed Amended Bylaw #5

M/S Disiewich/Sentes that the following resolution be adopted

Be it resolved that The SALPN Regulatory Bylaws, as published in Part I of The Saskatchewan Gazette on August 16, 2013 and amended by the amendments published in Part I of The Saskatchewan Gazette on January 15, 2016, be amended by adding the following heading and section after section 24:

"THE REGISTER"

"24.1 The Registrar may maintain the register required to be kept pursuant to subsection 18(1) of the Act in an electronic form and shall, in addition to the information required to be included in accordance with that subsection, include the following information with respect to each member:

- (a) date of initial registration;
- (b) current licensure status;
- (c) any specialized area of practice in which a member is registered;
- (d) any limitations or restrictions on the member's practice for the period of time during which the limitation or restriction is effective;
- (e) if a formal complaint has been referred to the Discipline Committee, a notation that a discipline hearing is pending;
- (f) if the member participated in a consent resolution process, a notation indicating the nature of the discipline offence resolved; and
- (g) if the Discipline Committee has made a finding of guilt after a discipline hearing, a notation indicating the nature of the discipline offence found to have been committed by the member".

Motion Carried

ii. Council Sponsored Administrative Bylaw amendments

The proposed Amendments to the SALPN Administrative Bylaws have been sent to the membership via email on April 5th and are available on the SALPN website. The proposed Resolutions and side-by-sides can be

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

found in the binders on the tables. The side-by-side document explains the recent changes to the SALPN Bylaws and provides an explanation of what was included and what was removed.

Proposed Administrative Bylaws #1

M/S Elema/McConnell that the above resolution be adopted

Whereas it is necessary to amend the SALPN Administrative Bylaws from time to time;

Whereas previous committees are no longer needed, the authority to form new, adhoc committees is required, and committee membership requires revision.

Whereas it is desirable to amend the SALPN Administrative Bylaws to provide for the removal of various committees, the authority to form new, adhoc committees, and the revision of committee membership.

THEREFORE, Be it Resolved that the amendment to subsections 17(1), 17(2), 17(3), 17(4), 17(5), 29(1), 29(2), 30(1), 31(1), and 31(2) of The SALPN Administrative Bylaws as set out in the attached Schedule 1 and made by the SALPN Council by resolution adopted on May 26 and 27, 2015, September 29 and 30, 2015, and December 10 and 11, 2015 be and the same is hereby confirmed by the members of SALPN present at the SALPN annual meeting as required by subsection 13(3) of The Licensed Practical Nurses Act, 2000.

SCHEDULE 1

AMENDMENTS TO SALPN ADMINISTRATIVE BYLAWS

Subsection 14(1) of the Act
(Ministerial approval not required)

Title

1 These bylaws may be cited as The SALPN Administrative Bylaws Amendment, 2016.

Nominations, Legislation and bylaws committee, Finance committee, and Education committee bylaws amended

2 The SALPN Administrative Bylaws are amended in the manner set out in this Bylaw.

Section 17 amended

17 Clauses 17(1), 17(2), 17(3), 17(4), and 17(5) are amended by removing all

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

references to the nominating committee,.

Section 29 amended

29 Clauses 29(1), and 29(2) are amended by removing all references to the legislation and bylaws committee, and providing council with the authority to establish ad hoc committees at any time, as necessary.

Section 30 amended

30 Clause 30(1) is amended by striking out “a member-at-large” and substituting “another council member”.

Section 31 amended

31 Clauses 31(1), and 31(2) have been deleted to remove all references to the education committee

Motion Carried

iii. Resolutions from the floor

Resolutions from the floor #1

M/S Michalchuk/Yanke that the following resolution be accepted

Whereas the Saskatchewan Registered Nurses Association has refused to remove the “Education Directive” they have put in place despite encouragement from the Ministry of Health and other regulators.

Whereas the three regulatory bodies have detailed drafts of a “Decision Making Framework” outlined with the potential for unintended consequences and misinterpretation resulting in control of LPN Practice

Whereas LPNs practice their work autonomously within their Scope of Practice, “Self-Regulated” “Not under the Direction of.”

Whereas there is a need for LPN role clarity, which can be determined first and foremost by our regulatory body with the development of our own bylaws and competency profile.

THEREFORE, Be it Resolved that the LPN membership will continue to support collaboration, but not support SALPN Council moving forward with the Collaborative Decision Making Framework Document

Motion Carried

Minutes
SALPN Annual General Meeting
Wednesday, April 20th, 2016
Saskatoon, Saskatchewan

12. Council Elections

Zone 1 – Andrea McConnell (by acclamation)

Zone 3 – Heather Griffith (by acclamation)

Zone 5 – Kim Gaetz

M/S Molsberry/Fullawka that the election ballots be destroyed after 60 days.

Motion Carried

Nair & Pruden thanked outgoing Council Members Gwen Coburn and Harrison Elema

13. Closing Remarks

Pruden thanked everyone for attending.

14. Adjournment

M/Byczynski that the 59th Annual Meeting of the SALPN be adjourned.

Motion Carried